



CHESTERFIELD COUNTY PLANNING COMMISSION **ANNUAL REPORT 2016**



MESSAGE FROM THE CHAIR

Edgar Wallin, Ed.D

It is my pleasure to present the 2016 Annual Report of the Chesterfield County Planning Commission. This is the first issue in a new format designed to inform the public and others of the work performed by the Commission during the last calendar year.

It has been my honor to serve this fine body as chairperson for 2016. The past year marked the first year of work by the “new” Planning Commission with the appointment of four new members. I am thankful for the hard work and cooperative attitude the Commissioners have exhibited and look forward to a productive 2017, as I leave the Chair.

This report contains a snapshot of the county, a listing of actions taken by the Commission on various land development applications, a summary of code amendments and other accomplishments. We will also provide a brief preview of anticipated challenges for 2017.

I hope you find this report helpful and we continue to encourage your participation as we attempt to provide you with our best service.

Aside from the Commission’s main responsibilities, we also:

- Took the time to tour each magisterial district to acquire a “feel” for the entire county rather than just our individual district responsibility;
- Held numerous meetings throughout the year to attempt to develop residential quality guidelines;
- Made adjustments to how rezoning applications are reviewed;
- Made important progress in the implementation of the Comprehensive Plan and initiated the process for its 5-year review as per state statute.

PLANNING COMMISSION RESPONSIBILITIES

The Chesterfield County Planning Commission is composed of five members, one member for each of the county’s magisterial districts (Bermuda, Clover Hill, Dale, Matoaca and Midlothian). Commission members are appointed by their Board of Supervisors member to serve a four year term with a chairperson appointed annually by the Commissioners.

The Planning Commission is charged with the following responsibilities:

- Make recommendations to the Board of Supervisors on revisions, updates and adoption of the comprehensive plan as required by state law
- Make recommendations and report to the Board of Supervisors on applications for conditional use permits, zoning changes and conditional use planned development permits
- The Commission occasionally takes action on preliminary subdivision plans and site plans
- Advise the Board of Supervisors on proposed amendments to the Zoning and Subdivision Ordinances of the county
- Make suggestions or recommendations on current planning issues
- Consider and advise the Board of Supervisors on other relevant issues regarding development of the county
- Submit an annual report to the Board of Supervisors

GET TO KNOW YOUR PLANNING COMMISSIONERS



Edgar Wallin, Ed.D
Matoaca District
Term: January 2012 - 2020

This is Mr. Wallin's second term with the Commission. He offers impressive professional credentials, in the field of education. He has 42 years' experience as a teacher, assistant principal, elementary, middle, and high school principal, several department director positions, assistant superintendent of instruction and adjunct professor at the University of Richmond. In addition, his community involvement includes membership on the Committee on the Future; Charter member of the Chesterfield County Charter Commission, Board of Directors- Bexley Community Association, and a lifetime member of the Virginia Parent-Teacher Association. He served as Chairman of the Commission in 2016.

In 2016 Gib served as Vice Chair of the Commission. He works in financial investments and is a lifelong resident of the county. Gib has always displayed a strong desire to serve the residents of the county and was previously the chairman on the Chesterfield County Community Services Board and also served on the Sustain our Community Committee. Mr. Sloan completed all course work for credentials as a Certified Planning Commissioner.

Gib Sloan, 2016 Vice Chair
Bermuda District
Term: January 2016 - 2020



Mrs. Freye is a highly recognized attorney with more than 26 years in private practice. She handled a wide variety of land use, zoning, and commercial real estate transactions. Her areas of concentration included the zoning, permitting and development of residential, office, commercial and industrial properties. As an ABA-trained mediator, her skills greatly enhance her ability to work with the community and developers to build consensus and resolve details associated with proposed land development applications. Her finely honed professional skills will be an asset to the Commission. Mrs. Freye also completed all course work for credentials as a Certified Planning Commissioner.



Gloria Freye
Clover Hill District
Term: January 2016 - 2020

Professionally, Mr. Jackson is a Certified Fraud Examiner and has experience as a fiscal health care consultant. He has volunteered for the Special Olympics, as a Little League coach and as an Education Advocate. He also served on the Chesterfield County Citizens Cash Proffer Committee and has received training from the Virginia Certified Planning Commission Program. He begins his tenure as a Commissioner with much enthusiasm.

Michael Jackson
Dale District
Term: January 2016 - 2020



Mr. Jones has been an active participant in the community throughout his adult life. He has 40 years' experience in the construction industry and is currently the Executive Director of the Mid-Lothian Mines and Rail Roads Foundation. He has served on the Board of Village of Midlothian Volunteer Coalition since its inception. He is a founding member of the Chesterfield Historical Society and served on boards for the YMCA, Lucy Corr and Bon Secours Hospital. As a new appointee to the Commission, he states that he is "fully committed to the residents of Midlothian and all of Chesterfield County".



Robert "Peppy" Jones
Midlothian District
Term: January 2016 - 2020

COUNTY SNAPSHOT

DEMOGRAPHIC INDICATORS SNAPSHOT



+ 0.9% population increase

Chesterfield County's population is estimated to be 340,000 as of January 1, 2017.



38.2 median age

The county's population is growing older with the increase of the population 65 and over. This age group grew 6.1 percent between 2014 and 2015, which outpaced the growth of all other age groups.



1/3 of households have children

As of 2015, there were 116,797 households in the county. Since 2014, non-family households, particularly individuals living with roommates, saw the highest growth with a 7.2 percent increase while married couples with children experienced a 1.6 percent decrease.



+ 5.5% job growth

As of 2015, there are 131,171 jobs in the county. Since 2014, the vast majority of job growth was seen in the sectors of transportation and warehousing along with administrative, support and waste management. In 2015, there were 171,634 employed county residents accounting for a 1.6 percent increase in the number of employed residents since 2014.



\$230,000 median home sales price

The housing market was strong in 2016 with 2.9 percent increase in the median sales price compared to 2015. There were 5,957 housing units sold, which accounted for a 12.8 percent increase over 2015. The majority of units sold consisted of existing single-family homes.



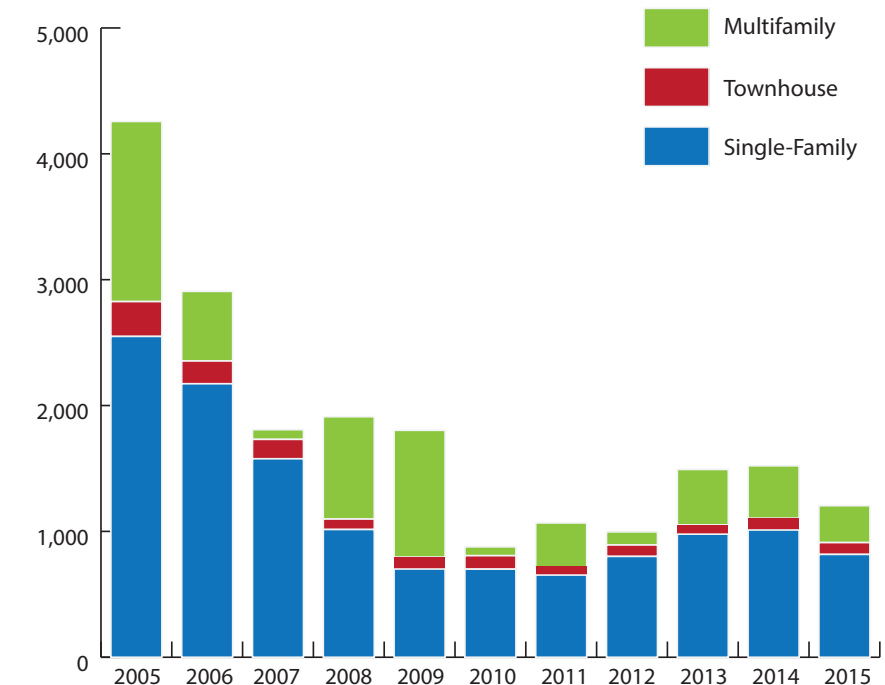
\$72,609 median household income

As of 2015, Chesterfield County has the fifth highest median household income in the Richmond region. When adjusting for inflation, there was very minimal change in household income since 2014.

DEVELOPMENT TRENDS

Residential Development Trends

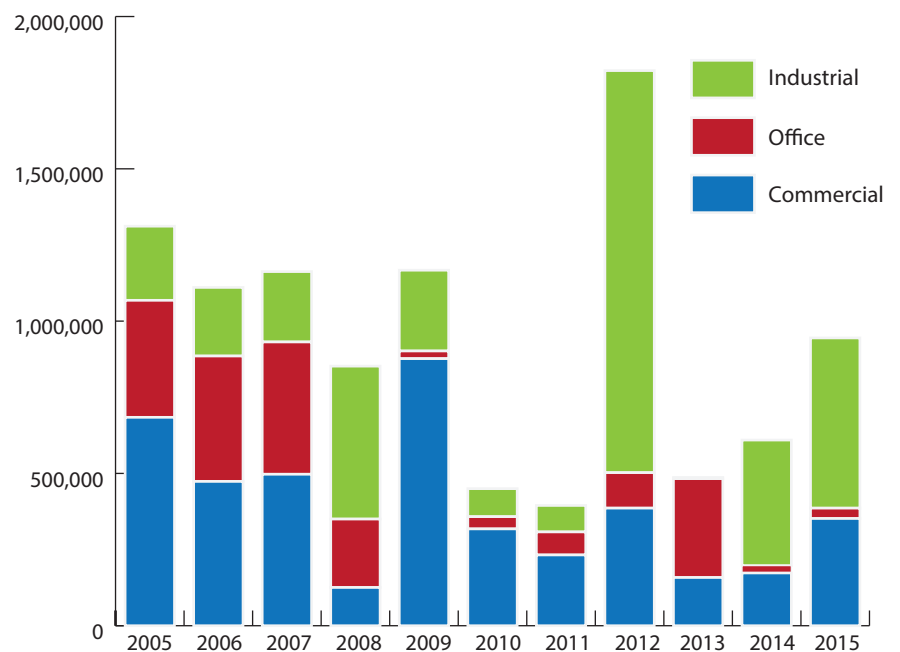
Consistent with national and regional trends, there has been a decline in residential development over the last ten years. Single-family typically makes up the majority of new units added and in 2015 single-family accounted for 68 percent of new units built, while multifamily accounted for 24 percent and townhouse accounted for eight percent of total units built.



Graph 1

Non-Residential Development Trends

New non-residential development (Commercial, Office and Industrial) experienced steady growth over the last ten years. In 2015 industrial accounted for 59 percent of new non-residential development (based on square footage built). Commercial accounted for 37 percent and office accounted for four percent.



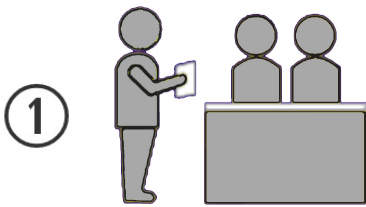
Graph 2

ZONING PROCESS

The Zoning Process

The zoning process places more demand on Planning Commissioners time than any other responsibility. Securing the proper zoning for a property is the applicant's first and most important step in the land development process because other approvals (subdivision, site plan, etc.) cannot be granted without it. The following is a very generalized graphic to familiarize the reader with the basic steps in the rezoning process. The Planning Commission is an invaluable part of this process.

Pre-Application Conference



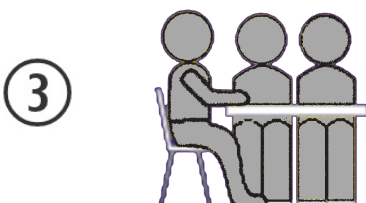
Pre-application conferences between the applicant and staff are highly encouraged to identify potential issues associated with a zoning application. These sessions are not mandatory, however, the cases that take advantage of this service usually get through the process easier. The applicant is advised to begin working with the community and Planning Commissioner at this point and the Planning Commissioner is kept informed throughout the process. The submittal of an application, marks the official beginning of the Planning Commissioner's involvement in this process.

Submission of Application



Application is submitted. Applicant continues work with staff and the Planning Commissioner.

Application Distributed to County Reviewing Departments & Agencies

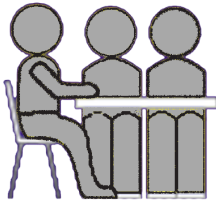


Application is distributed to county reviewing departments and agencies:

- Utilities
- School Board
- Fire
- Police
- Comprehensive Planning
- Parks & Recreation
- Environmental Engineering
- Budget & Management
- Airport Manager
- Health Department
- Transportation
- VA Department of Transportation
- Other Agencies

Applicant Meets with Adjacent Property Owners and Area Civic Associations

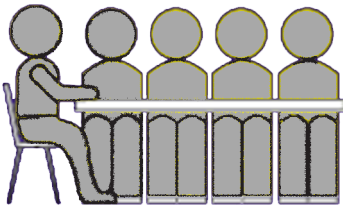
④



This is the point in the process where meetings with adjacent property owners, civic associations/public should occur at least 21 days prior to the Planning Commission public hearing. The applicant continues to be encouraged to meet with the community early and often to resolve outstanding issues.

Formation of Staff Recommendation

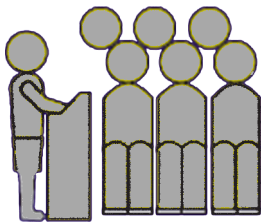
⑤



A final staff recommendation is developed based upon department review comments, staff analysis, citizen input and other information.

Planning Commission Public Hearing

⑥



The Planning Commission holds its public hearing. The case may be deferred to another meeting, or approval or denial is recommended to the Board.

The Planning Commission is an integral part of this process. Depending upon the complexity or controversial nature of an application, a Commission member can spend many hours on any one application throughout its review. This time commitment would be devoted to meetings with the applicant, joint meetings with the applicant and reviewing departments to resolve outstanding issues, and most often in meetings with the community to address matters associated with the proposal. Through their commitment to the County and this process, the Planning Commission acts on some 10 to 30 zoning applications per month.

PLANNING COMMISSION ACTIVITIES HIGHLIGHTS

LAND USE APPLICATIONS

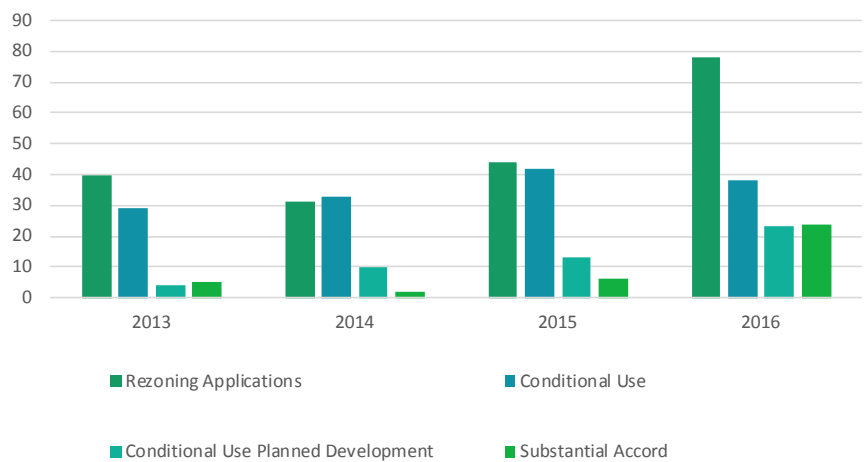
An important role of the Planning Commission is to review and make recommendations to the Board of Supervisors regarding rezoning, conditional use, conditional use planned development and other land development applications. In 2016, the Commission acted upon 156 zoning related applications. The following charts and graphs highlight data for those items for 2016, 2015, 2014 and 2013.

The Commission also reviews and approves certain subdivision and site plan applications, although the majority of these cases are approved administratively by staff. Data regarding these cases is presented in Tables 3-4.

Total Zoning Applications Submitted per Year

Graph 3 and Table 1 represent the total number of zoning related cases received into the review process for the last four years. Please note that these are cases at their initial entry into the review process and do not reflect the number of cases appearing on the Commission's agenda for action in a given year.

Total Zoning Applications Accepted into Review Process



Graph 3

Year	Rezoning	Conditional Use	Conditional Use Planned Development	Substantial Accord	Total
2013	40	29	4	5	78
2014	31	33	10	2	76
2015	44	42	13	6	105
2016	78	38	23	24	163

Table 1

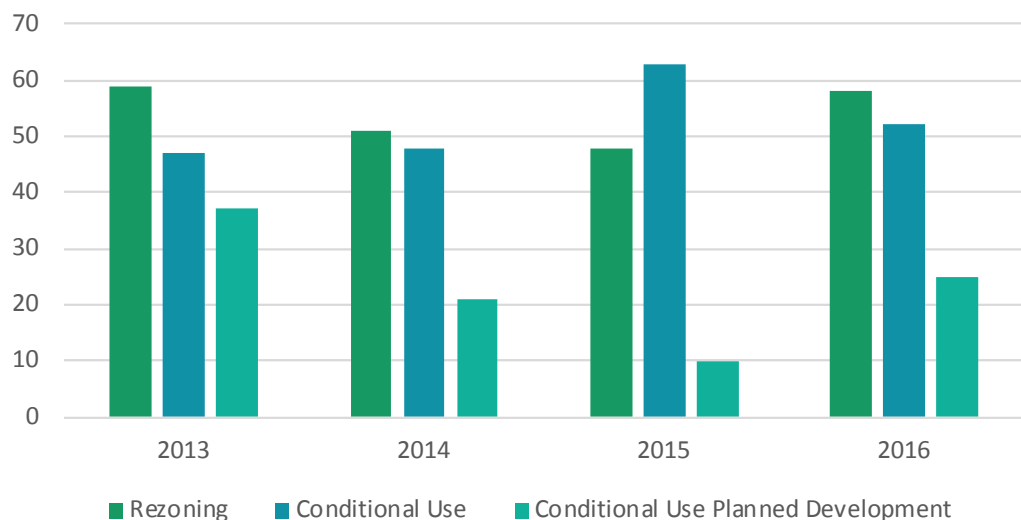
Number of All Cases Acted Upon by Planning Commission per Year

Table 2 shows the total number of cases for rezoning, conditional use planned development, substantial accord and utility ordinance exceptions acted upon by the Commission per year. Graph 4 shows the number of cases by type, per year that were withdrawn by the applicant or approved, deferred, or denied by the Commission.

Year	Rezoning	Conditional Use	Conditional Use Planned Development	Substantial Accord	Exceptions to Utility Ordinance	Total
2013	<u>59 Cases</u> 18 AP 38 DF 3 WD	<u>47 Cases</u> 21 AP 22 DF 3 WD 1 DN	<u>37 Cases</u> 19 AP 17 DF 1 DN	<u>8 Cases</u> 4 AP A DF	----	151
2014	<u>51 Cases</u> 27 AP 24 DF	<u>48 Cases</u> 30 AP 15 DF 2 WD 1 DN	<u>21 Cases</u> 14 AP 6 DF 1 WD	<u>3 Cases</u> 3 AP	----	123
2015	<u>48 Cases</u> 32 AP 13 DF 2 WD 1 DN	<u>63 Cases</u> 48 AP 12 DF 1 WD 2 DN	<u>10 Cases</u> 8 AP 1 DF 1 DN	<u>5 Cases</u> 3 AP 2 DF	----	126
2016	<u>58 Cases</u> 26 AP 31 DF 1 WD	<u>52 Cases</u> 44 AP 6 DF 1 WD 1 DN	<u>25 Cases</u> 16 AP 9 DF	<u>16 Cases</u> 15 AP 1 DF	<u>5 Cases</u> 4 AP 1 DF	156

Table 2

Zoning Cases Acted Upon by Type per Year



Graph 4

PLANNING COMMISSION ACTIVITIES HIGHLIGHTS

Total Subdivision/Site Plan Applications Accepted into Review Process

Table 3 shows the total number of cases for subdivision and site plans accepted into the system for review. The majority of these cases are reviewed and acted upon administratively once they have met all ordinances, conditions and policies.

Year	Subdivision Applications*	Site Plan Applications**	Construction Plan	Total
2013	164	130	36	330
2014	211	105	43	359
2015	205	151	88	444
2016	253	140	106	499

Table 3

* Includes:
Preliminary/Tentative
Final Minors
Parcel Acreage
Final Check
Tentative Waiver
Validation Plat

** Includes:
Site Plan
Minor Site Plan
Schematic Plan

Number of Subdivision and Site Plans Requiring Action by the Planning Commission

Table 4 shows the number of subdivision and site plans that required Planning Commission action as may be required by zoning conditions and appeals.

Year	Subdivisions	Site Plans	Total
2013	2	9	11
2014	2	2	7
2015	1	6	4
2016	5	6	11

Table 4

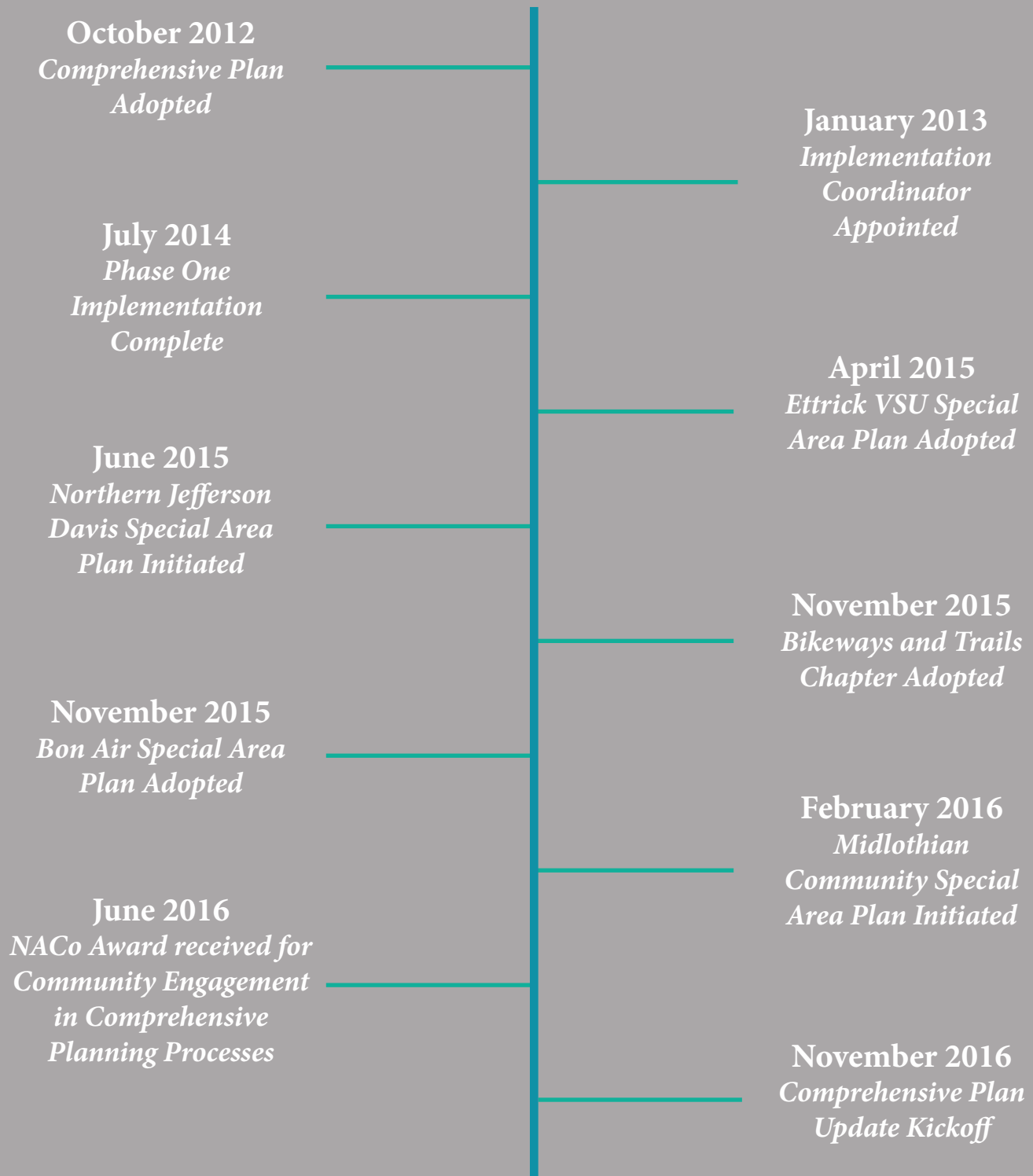
CODE AMENDMENTS

The Planning Commission reviewed and made recommendations on several ordinance amendments this past year as well as the Board of Supervisors adopted Eminent Domain Policy. These actions included amendments to both the Zoning (Chapter 19.1) and Subdivision (Chapter 17) ordinances as well as making recommendations to the Board on amendments to the Health and Sanitation (Chapter 12) and Water and Sewers (Chapter 18) ordinances. The ordinance amendments related to the following matters:

- **Fees for Deferral of Public Hearing/Meeting, Final Plat Submittal and the Definitions of Minor and Major Changes for Preliminary Plat:** Amendment covered several areas related to subdivision development to include providing that the fee for deferral of Subdivision cases from public hearing/meeting only be applicable when the applicant requests such deferral; eliminated provision requiring photographic polyester film copies of final plats be submitted creating a cost savings for the development community and individual landowners, and adjusting the definitions of Major and Minor changes to preliminary plats allowing plans review team greater flexibility in determining what constitutes a major or minor change.
- **Onsite Sewage Disposal Systems and Private Wells:** As part of the implementation steps recommended by the comprehensive plan, ordinances related to private individual onsite water and wastewater systems were to be evaluated. This amendment addressed that implementation step and included revisions to Chapters 12, 17 and 18 of the County Code. The amendment moved the design standards related to these uses to one chapter of the code (Chapter 12), adjusted setbacks and other standards related to these uses and, in addition, the amendment eliminated the minimum lot size requirement for the use of private wastewater systems.
- **Bon Air Special Design District:** Amendment implemented the design standards and other zoning ordinance related recommendations of the Bon Air Special Area Plan.
- **Limited Events on Agricultural Property:** Amendment provided that on certain Agricultural properties limited events may occur up to 4 times a year provided certain restrictions are met.
- **Bicycle Facilities (Bicycle, Pedestrian and Shared Use Paths), Buffers in Common Areas and Corner Side Yard Setbacks:** Amendment in part implemented the recommendations of the Bikeways and Trails chapter of the comprehensive plan. Among other things the amendment provided that such facilities be provided with new development in accordance with the bikeways and trail plan, provided for administrative exception and as recommended by the plan provided for relief to certain ordinance standards including lot size and setbacks, so as to help offset impact of facilities on the development community. In addition, the ordinance provided the incentive for residential buffers to be located in common areas so as to better preserve and maintain such amenities by providing for a twenty percent lot size reduction. The amendment also clarified corner side yard setback requirements for residential lots.
- **Restaurant Parking:** Amendment reduced the parking standards for all restaurants located outside of Special Design Districts or shopping centers.
- **Tractor-Trailer Service Station:** Amendment changed ordinance to provide that the use Tractor-Trailer Service Station now only be permitted by conditional use in the A, I-1 and I-2 Districts.

COMPREHENSIVE PLAN ACCOMPLISHMENTS

Approximately 80% of Comprehensive Plan implementation projects have been completed or are underway as of the end of calendar year 2016.



CHALLENGES AND OPPORTUNITIES FOR 2017

The following are just a few of the anticipated challenges the Planning Commission will face in 2017 in addition to their regular land use application review responsibilities.

Impact of new state and county legislation/policy regarding proffers

Recent state legislation led to a policy revision approved by the Board of Supervisors regarding cash proffers. The policy reduced the cash proffer amount and determined their use for transportation only.

This change has also resulted in an increase of zoning applications to reduce proffers for previously approved developments. The Commission is dealing with the challenge of reviewing these cases within the regular review period such that customer service doesn't suffer and to allow the community time to comment on the cases.

Status/Impacts of Revitalization Efforts

In 2017 the Planning Commission will be reviewing the Revitalization Chapter as a part of the Comprehensive Plan update project. This work will build upon and expand the work pioneered in the 2012 Plan. In addition, the Commission will be reviewing the update to the Northern Jefferson Davis Corridor Plan, which will include a detailed revitalization strategy and recommendations.

Comprehensive Plan Update

State statute requires that comprehensive plans be reviewed every five years to determine whether updates are necessary. The Board of Supervisors and Planning Commission held a joint meeting in late November 2016 to kick off the review of the 2012 Comprehensive Plan. Staff made a presentation and suggested a completion timeline that was generally accepted by both bodies.

Residential Quality Guidelines

As mentioned previously in this report, the Commission devoted several meetings to explore this topic to enhance the quality of residential development for current and future citizens of this county. This effort identified the various planning and development features that should be considered when evaluating quality standards, particularly for residential development proposals. There may still be some interest in the topic within the context of other subjects such as revitalization areas, special area plans and mixed use development.

LIST OF CASES HEARD BY CHESTERFIELD COUNTY PLANNING COMMISSION (CPC) IN 2016

(JANUARY 2016 - DECEMBER 2016)

This following list identifies zoning and substantial accord cases heard by the CPC. The cases are shown per month and include the magisterial district and applicant name. If you would like to view the staff report, just click on the case number hyperlink. If you experience any difficulties, please call the Planning Department at (804) 748-1050.

January

16SN0554	Matoaca – O.K. Ventures LLC
16SN0564	Matoaca – Eagle Construction of VA LLC
16SN0568	Bermuda - McLaughlin
16SN0571	Clover Hill - Fernandez

February

15PD0192	Clover Hill
15SN0647	Bermuda - VEPCO
16SN0558	Matoaca – Atlantic Development
16PD0175	Midlothian - Verizon
16SN0570	Midlothian - Sowers
16SN0575	Bermuda – Martha 1985 Chester
16SN0576	Midlothian – Buckingham Assoc.
16SN0579	Dale - Campbell
16SN0580	Midlothian – Ninety One Twenty LLC
16SN0584	Matoaca - Clarke
16SN0590	Clover Hill - CCPC

March

16PD0188	Matoaca – CC Parks & Rec
16PD0190	Clover Hill – CC Parks & Rec
16SN0565	Clover Hill – C.A.H. Investments
16SN0569	Clover Hill – Attalah & Midlothian Parc
16SN0572	Bermuda - Currin
16SN0588	Midlothian – Main St. & Rebkee
16SN0674	Bermuda - Dunn
16SN0675	Bermuda – Bermuda Warehousing
16SN0676	Midlothian - Carty
16SN0678	Clover Hill - Appling
16SN0679	Clover Hill – Wallace & Simonson
16SN0680	Dale – Ironbridge Baptist Church
16SN0682	Bermuda – Roper & Massey
16SN0683	Bermuda – Buyalos

April

15SN0656	Midlothian – Greenburg & Midlothian Land Partner.
16SN0581	Clover Hill – Pocoshock Green Develop.
16SN0677	Midlothian - Minor
16SN0684	Dale - Terraforge
16SN0685	Bermuda – Ironbridge Road Prop.
16SN0687	Matoaca – Powhatan Community Church
16SN0689	Bermuda – Mars & Icon 4 DC/VA
16SN0692	Midlothian – Johnson Development Assoc.
16SN0693	Midlothian - Ferguson

May

16SN0690	Matoaca – FC Richmond
16SN0696	Midlothian – James River Prop Group
16SN0699	Clover Hill – Kit & Cindy LLC
16SN0700	Midlothian – Glasser Prop.
16SN0701	Clover Hill – Hanky LLC
16SN0702	Matoaca - Degonia
16SN0703	Bermuda – Farms & Emerson Roper
16SN0704	Clover Hill – Sports Frog
16SN0705	Bermuda - CBOS

June

16PD0237	Clover Hill - Verizon
16PD0238	Matoaca - Verizon
16PD0239	Matoaca - Verizon
16SN0706	Bermuda - Viperman
16SN0707	Midlothian - Allen
16SN0708	Midlothian – George St. Corp.
16SN0709	Dale - Polling
16SN0711	Clover Hill - McDonalds
16SN0712	Clover Hill - Kidd
16SN0713	Bermuda – Asgard c/o Toyota Perino
16SN0716	Midlothian – Robious Rd. & Johnson Develop. Assoc.
16SN0718	Clover Hill - CBOS

July

16PD0247	Midlothian – Zaremba Metro Midlo
16PD0248	Clover Hill – KPC Prop.
16PD0254	Clover Hill – Chesterfield Comm. Services Board
16SN0710	Matoaca - HSAT
16SN0720	Bermuda – Chesterfield Utilities Dept.
16SN0721	Matoaca - Mullins
16SN0723	Dale - Vargus
16SN0724	Clover Hill – PI Tower Develop.
16SN0725	Matoaca – HCA Chiphm. Hospital

August

16PD0257	Dale - CCPS
16SN0691	Matoaca – RR II-TFC Greenwich
16SN0728	Midlothian - Geyer
16SN0729	Clover Hill – F. Keys
16SN0730	Matoaca – M. Hicks
16SN0731	Clover Hill – K.T. Mitchell
16SN0732	Midlothian – Johnson Development Assoc.
17SN0509	Dale - CCBOS

September

16SN0717	Dale – Proctor & Spencer
16SN0733	Bermuda - CCBOS
16SN0734	Matoaca - Ramey
16SN0736	Matoaca - Tomlin
17PD0115	Bermuda - CCPS
17SN0500	Midlothian - Elliot
17SN0510	Midlothian - Varela
17SN0512	Clover Hill - Flinn
17SN0514	Midlothian - Shah
17SN0533	Bermuda - CCBOS

October

16SN0586	Clover Hill – Courthouse Develop. Co.
16SN0735	Clover Hill - Waggoner
17PD0105	Midlothian - CCPS
17SN0538	Matoaca – Walker
17SN0539	Matoaca - Munoz
17SN0540	Matoaca – Thacker-Genito
17SN0541	Matoaca - Trotter

October (continued)

17SN0544	Clover Hill – Northside Southside Partnership
17SN0563	Clover Hill – Iqra Academy of VA
17SN0585	Dale – CC Airport

November

17PD0147	Dale - CCPS
17SN0501	Bermuda - Emerson
17SN0502	Clover Hill – C.C. Briggs
17SN0506	Bermuda – W.P. Webner
17SN0548	Clover Hill – Oakbridge Corp.
17SN0562	Clover Hill – M. Sowers
17SN0577	Matoaca - CCPC
17SN0587	Matoaca – D. Sowers
17SN0595	Matoaca – J.G. Kohnen
17SN0599	Dale – Proseal America

December

17PD0179	Clover Hill – CC Parks & Rec
13SN0132	Dale – Chesterfield Business Partner Eastwood Homes & Kingsland Town center
17PD0153	Bermuda - CCPS
17SN0597	Bermuda – Trollingwood, Americana, Mooreslake Apts
17SN0598	Bermuda – Rivers Bend East
17SN0600	Midlothian – W. Borowy
17SN0603	Clover Hill – Goochland/West Creek & Gateway/Texas
17SN0604	Bermuda - Whitlock
17SN0605	Bermuda - Hawkins
17SN0607	Midlothian – D. L. Fly
17SN0608	Clover Hill – L. Tucker
17SN0614	Midlothian – L. Tucker



CHESTERFIELD COUNTY PLANNING DEPARTMENT
P.O. BOX 40
CHESTERFIELD, VIRGINIA 23832
(804) 748-1050
PLANNING@CHESTERFIELD.GOV